



United States Department of Agriculture

RESEARCH, EDUCATION, AND ECONOMICS AGRICULTURAL RESEARCH SERVICE VACANCY ANNOUNCEMENT STUDENT TEMPORARY EMPLOYMENT PROGRAM (STEP) POSITIONS

Announcement Type: Excepted Service Temporary Appointment Not to Exceed One Year

Position Title: Biological Science Aid or Biological Science Technician

Series/Grade/Salary: GS- 0404-02, \$11.62 per hour (Includes 23% COLA)

GS- 0404-03, \$12.68 per hour (Includes 23% COLA)

GS- 0404-04, \$14.23 per hour (Includes 23% COLA)

Work schedule: Full Time, May through August; Part-time, September through May

Location: Subarctic Agricultural Research, Fairbanks, AK

Area of Consideration: Post High School Students (See Qualifications Below)

Vacancy Announcement Number: STEP-2009-01

Opening Date: 01/27/2009

Closing Date: 06/01/2009

STUDENT TEMPORARY EMPLOYMENT PROGRAM: Applicants must be an individual who is enrolled or accepted for enrollment as a degree seeking student (diploma, certificate, etc.) and is taking at least a half-time academic, vocational, or technical course load in an accredited technical/vocational school, a two or four-year college or university, graduate, or professional school.

Duties:

Assists a research scientist who is conducting research to study invasive plant species of economic importance in Alaska. Duties include both laboratory and field work related to Alaska's invasive plants. Duties include cleaning and germinating seeds, collecting plant and environmental field data, as well as processing vegetation and plant samples, monitoring research plots, and data entry. Work is at times in remote and rugged areas and may involve extended hiking, use of 4-wheel drive trucks, and 4-wheelers (ATV).

Qualification Requirements: Education, experience or a combination of both may qualify you for this position. If you would like your education considered, you must provide a copy of your college transcripts. Transcripts should list courses with credit hours, major(s), and grade-point average or class ranking. Application materials will not be returned.

GS-2: Successful completion of high school or equivalent OR 3 months of general experience, which demonstrates the ability to perform the work of the position.

GS-3: Successful completion of 1 year of post high school study that included at least 6 semester hours in any combination of scientific or technical courses such as biology, chemistry, statistics, entomology, animal husbandry, botany, physics, agriculture, or mathematics OR 6 months of general experience, which demonstrates the ability to perform the work of the position.

GS-4: 6 months of general and 6 months of specialized experience OR successful completion of 2 years of post high school study that included at least 12 semester hours in any combination of courses such as biology, chemistry, statistics, entomology, animal husbandry, botany, physics, agriculture or mathematics of which 6 semester hours of courses relate directly to the duties of the position (plant biology, range/ecology, or natural resource management). General experience must have demonstrated the ability to perform the work of the position or provided a familiarity with the subject matter. Specialized experience must have been at least equivalent to the GS-03 grade level in the Federal Service.

Working Conditions and Other Considerations:

- Field work may necessitate working in adverse weather conditions and hiking in rugged and steep terrain.
- May need to lift objects that weigh up to 50 pounds including backpack.
- Must have a valid state motor vehicle operator's license and be able to operate motor vehicles.

HOW TO APPLY: Candidates must submit a completed OF 612 (Optional Application for Federal Employment), resume, or curriculum vitae. The following information is required to evaluate applicant qualifications and to determine if applicants meet legal requirements for Federal employment:

- Announcement number, title, and grade(s)
- Full name, mailing address (including zip code) and day and evening phone number (with area code)
- Work Permit - Some State laws require persons under the age of 18 to obtain a work permit before being employed.
Applicants who are under 18 should check with State or local authorities for specific requirements.
- Identify country of citizenship (must be citizen of the United States or a country allied with the U.S. in a defense treaty agreement or exempted by Congress and must have a green card showing lawful admittance and permission to be employed).
- Veterans' Preference (see Veterans' Preference below)
- Highest Federal civilian grade held (if applicable)

- Highest education level achieved. Graduates of foreign universities must include proof of foreign education equivalency to an accredited U.S. college/university
- Proof of school enrollment
- Copy of college transcripts or list of college courses (if required under qualifications or if applicable to the positions)
- Paid and nonpaid work experience related to the position
- Job related training courses, skills, certificates/licenses (current), honors, awards, and special accomplishments
- Applications mailed using government postage and/or internal federal government mail systems are in violation of agency and postal regulations and will not be accepted.

SUBMIT APPLICATION PACKAGE TO: Applications must be **received by the closing date** of the announcement.

Janis Contento
USDA-ARS, PWA
360 O'Neill Bldg UAF
Fairbanks, AK
Email: Janis.Contento@ars.usda.gov
(907) 474-6516

If you need an application form or want more information about this position, you may contact Dr. Jeff Conn, P.O. Box 757200, 360 O'Neill Building, University of Alaska, Fairbanks, Alaska 997755. Phone: 907-474-7652. Email: Jeff.Conn@ars.usda.gov

CONDITIONS OF EMPLOYMENT:

Federal Employees must be at least 16 years of age.

Positions in the excepted service may be filled either by (1) a citizen or national of the United States; (2) a citizen of a country the U.S. Congress has specifically exempted from the restricting legislation in the annual Treasury, Postal Service and General Government Appropriations Act; or (3) a national of a country currently allied with the United States in the current defense effort. Detailed information on Federal employment of non-citizens is available at: http://www.opm.gov/employ/html/non_cit.htm.

OF-306 Declaration for Federal Employment must be completed before a job offer can be made and resigned and dated once appointed to the position to determine and applicants suitability. Appointees must be found to be reliable, of good character, loyal to the United States, and mentally and physically capable of performing the duties of the position to which appointed without danger to themselves, fellow employees, or the public.

Males born after December 31, 1959, must certify that they have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law.

Signed Statement of Understanding indicating that students know they are temporary and will not be receiving paid benefits or any assurance of continued employment.

VETERANS' PREFERENCE: If applicants served on active duty in the United States military and were separated under honorable conditions, they may be eligible for veterans' preference. To claim 5-point veterans' preference, you must attach a copy of your DD-214, Certificate of Release or Discharge from Active Duty, or other proof of eligibility. To claim 10-point veterans' preference, attach an SF-15, Application for 10-Point Veterans Preference, plus the documentation required by that form. For further details, call the U.S. Office of Personnel Management (OPM) at 703-724-1850/TDD 978-461-8404 and select "General Information" and then "Veterans Preference" or visit their VetGuide web site at <http://www.opm.gov/employ/veterans/html/vetguide.asp>.

EEO STATEMENT: The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice or TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call (202)720-5964 (voice or TDD). **USDA is an equal opportunity provider and employer.**

ACCOMMODATION: This agency provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process or have questions/concerns regarding reasonable accommodation and/or accessibility for any part of the application and hiring process, please contact the Disability Program Manager, Civil Rights Staff, 202-720-6161 or DC Relay Service: 202-855-1234 (TDD). The decision on granting reasonable accommodation will be on a case-by-case basis.

For employment information and current student opportunities: Internet Address: www.usajobs.opm.gov